

CITY OF RATHDRUM

CLASS SPECIFICATION

MECHANIC

Class Code Number:
FLSA Designation: Non-Exempt

Pay Grade: 9
Effective Date: 10/04

Purpose of Class

Performs a variety of skilled mechanical and technical duties to maintain and repair various equipment; performs related work as required.

Primary Function

The primary function of an employee in this class is to perform journey level skilled mechanical and technical duties to maintain and repair automotive, light, and heavy equipment, including diesel equipment. The position is under the direct supervision of the Public Works Supervisor, although some latitude is granted for independent judgment and initiative. The principal duties of the position are performed in a repair shop environment and include use of electrically powered maintenance and heavy equipment and exposure to fuels, fumes, and solvents.

Essential Duties and Responsibilities (will vary by assignment)

- Inspects and performs preventive and corrective maintenance of the City's automotive, light, and heavy-duty equipment, both gas and diesel;
- Performs maintenance and safety inspection functions including but not limited to, inspecting and replacing such component parts as starters, alternators, generators, batteries, hydraulic cylinders, carburetors, brake systems, and related components;
- Services vehicles and equipment with fluids and lubricants, performing tune-ups, clutch and brake adjustments, mounting and balancing tires, and servicing front end steering and suspension systems;
- Diagnoses, repairs and overhauls a variety of systems including but not limited to, mechanical, electrical, heating and cooling, emissions, hydraulic, air brake, power train, chassis, gasoline and diesel power plants and fuel systems, and related mechanical systems;
- Diagnoses and repairs electronic engine, brakes, and transmission controls;
- Repairs and services small engines, mowers, generators, and related motorized equipment;
- Fabricates equipment and parts;
- Performs routine maintenance and minor repairs and maintenance on vehicle interiors and bodies, including but not limited to, painting, body work, upholstery, glass, seats, and related components;
- Assists in estimating costs and labor or work orders;

- Replaces and rebuilds gasoline and diesel engines, clutch assemblies, transmissions and rear axles;
- Records hours, parts, and activities in a maintenance tracking system;
- Performs welding repairs and fabricates parts and equipment;
- Maintains repair, inspection, and maintenance records, logs, and documentation;
- Prepares parts and equipment purchase requests;
- Maintains, cleans, and repairs shop tools, equipment, and work areas;
- Performs snow plowing, ice removal, and related street maintenance duties, as assigned;
- Performs all work duties and activities in accordance City policies, procedures, and safety practices.

Other Duties and Responsibilities

- Assists with maintenance and repairs of utility systems, as assigned;
- Operates a variety of light and heavy duty equipment during emergency situations;
- Responds to emergency service calls;
- On call after regular work hours to respond to emergency situations;
- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Materials, methods, principles and practices, tools, and objectives of vehicle and equipment maintenance and repair;
- Installation, diagnosis, servicing, and repair of gasoline and diesel engines, brake systems, steering and suspension systems, hydraulic systems, power and transmission systems, heating and cooling systems, vehicle electrical systems, computerized engine controls, and related components and systems;
- Welding applications including but not limited to, wire feed, stick and use of cutting torches;
- OSHA and City safety standards related to diesel, automotive, and equipment repair.

Ability to:

- Follow written and oral instructions;
- Read and interpret technical and service manuals, instructions, and documents;
- Operate a welder;
- Work from plans, including determining dimensions, tolerances, and project layout;
- Operate vehicle and equipment diagnostic equipment;
- Operate a variety of hand, electric and air tools;
- Perform corrective and preventive maintenance on emergency response vehicles;
- Operate a variety of light and heavy duty equipment including but not limited to, plow trucks, graders, street sweepers, loaders, and forklifts;
- Plan projects and accurately estimate materials
- Work flexible hours including evenings, weekends and holidays and be available in emergency situations;

- Operate a personal computer using program applications appropriate to assigned duties.

Acceptable Experience and Training

- High school diploma or GED equivalency supplemented with an Associate degree in diesel mechanics or specialized training in automotive/light and heavy equipment maintenance and repair is preferred; and
- Three (3) years experience in auto or equipment mechanics is preferred;
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Special Qualifications

- Idaho drivers license with a Class B CDL, with air brake endorsement is required;
- Diesel Mechanic certification is preferred.

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to discern verbal instructions, discern engine and other mechanical noises, and communicate effectively with the public and other employees;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, read gauges, detect metal fractures, prepare worksheets, review and interpret a variety of written documents, plans, specifications, and technical manuals;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate computer equipment, a variety of hand, electric and air tools and equipment, operate a motor vehicle, and operate light and heavy duty equipment;
- Sufficient strength to lift and carry objects up to 25 pounds regularly and occasionally lift or move objects up to 75 pounds;
- Sufficient personal mobility, strength, flexibility, and physical reflexes, with or without reasonable accommodation, which permits the employee to stand for long periods of time; bend, sit, squat, stretch and work in awkward positions for extended periods of time, and work in a garage/repair shop environment.